



County of Orange

MEMO

DATE: April 23, 2010

TO: Development Processing Review Committee

FROM: Francisco Alonso, Assistant Director, OC Planning

SUBJECT: DPRC Meeting Minutes – April 12, 2010

A meeting of the Development Processing Review Committee was held on Monday, April 12, 2010, at 1:30 p.m. in the H. G. Osborne Building, on the Third Floor, in Conference Room 313.

The following persons were in attendance:

MEMBERS

Fred Ameri – RBF Consulting (5th District)
Jay Bullock – Planning Solutions, (Chair) (2nd District)
Rick Fitch – Hunsaker & Associates (3rd District)
Joe Lambert – Construction Planning Services (3rd District)
Lee Lowrey – Lowrey Pacific Capital (1st District)
Carl Taylor – Huitt-Zollars, Inc. (Vice-Chair) (4th District)

GUESTS

Brian Diaz – Recupero & Associates, Inc.
Dan Hosseinzadeh – MBK Homes
Jeff Okamoto – RBF Consulting
Jessica Toohey – Huitt-Zollars, Inc.

STAFF

Francisco Alonso – OC Planning, Manager, OC Community Development
Cynthia Baker – OC Planning, Manager, Customer Care
Michael Balsamo – OC Planning, Manager, General Land Use Planning
Laree Brommer – OC Planning, Manager, Land Use – Planned Communities
Lillian Hua – Customer Care Volunteer
Mahrooz Ilkhanipour – OC Planning, Manager, Permit Intake
David Shepherd – OC Planning, Manager, Land Use – Planned Communities
Juanita Smithey – OC Planning, DPRC Secretary

MEMBERS ABSENT

Thomas Grable – Tri-Pointe Homes (5th District)
Jackie Hare – J. L. Hare Associates, Inc. (2nd District)
Michael Recupero – Recupero & Associates, Inc. (1st District)

1. Approval of Meeting Minutes for March 8, 2010

The meeting minutes for March 8, 2010, were moved by Fred Ameri for approval and seconded by Joe Lambert.

2. Planning Department Update

a. Planning Department Update

- Fred Ameri suggested that each primary member appoint a formal alternate to attend meetings when they cannot attend however, the DPRC Bylaws do not include a provision for alternate members.
- Francisco indicated Planning is moving forward to implement the audit findings.
- DPRC members requested a phone list; waiting for Jess approval.
- Cynthia Baker and Lillian Hua gave a presentation on the OC Planning Website updates and invited all present to attend the upcoming Website Focus Group Event on May 19, 2010. Focus is to create a customer friendly website.

3. Comprehensive Development Process Overview

- Laree Brommer and David Shepherd gave power point presentation.
- Laree will send new versions and email checklists.

4. Subcommittee Report on OCFA Standard Conditions

- Subcommittee consisting of Jackie Hare, Jay Bullock, Rick Fitch, Joe Lambert and Jeff Okamoto met.
- County Staff and DPRC members will meet to discuss Standard Conditions prior to inviting OCFA to a DPRC meeting.
- Per Chair, conditions will be addressed and reviewed at May meeting.
- OCFA will be invited to attend the June DPRC meeting.

5. Other Business

DPRC members would like to have the Secretary review Jess's schedule to accommodate members' attendance.

6. Next Meeting

The next meeting of the Development Processing Review Committee will be held on Monday, May 10, 2010, at 1:30 pm.